

**San Jacinto College District
Regular Board Meeting Minutes**

February 1, 2021

The Board of Trustees of the San Jacinto Community College District met by videoconference at 7:00 p.m., Monday, February 1, 2021, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting was available to the public via a live stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Board of Trustees: Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims
Keith Sinor, Secretary
Dr. Ruede Wheeler
Larry Wilson

Absent: John Moon, Jr., Vice Chair

Chancellor: Brenda Hellyer

Others Present: George González
Bo Hopper
Joseph Pena
Mandi Reiland
Laurel Williamson
Teri Zamora

Call the Meeting to order: Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:14 p.m.

Roll Call of Board Members: Chair Marie Flickinger conducted a roll call of the Board members:
Erica Davis Rouse
Dan Mims
John Moon, Jr. – absent
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

Invocation and Pledges to the Flags: The invocation was given by Laurel Williamson. The pledges to the American flag and the Texas flag were led by Keith Sinor.

**Special
Announcements,
Recognitions,
Introductions, and
Presentations:**

1. Mandi Reiland read an announcement regarding the meeting process.

**Student Success
Presentations**

1. George González provided an overview of the KPI Dashboard: Fall 2020 Headcount.
2. Laurel Williamson and George González provided an update on the KPI Dashboard: Graduation Rates and Equity.

**Communications to
the Board:**

The following items were reviewed and distributed to the Board as communication items.

1. A thank you was sent to the Board from Suzanne DeBlanc for the plant sent in memory of her mother and brother.
2. A thank you was sent to the Board from Rick Gonzales for the plant sent in memory of his sister-in-law.
3. A thank you was sent to the Board from Ross Soileau for the plant sent in memory of his grandmother.
4. A thank you was sent to the Board from JR Ragaisis for the plant sent in memory of his father-in-law.
5. A thank you was sent to the Board from Kenneth Underwood for the plant sent in memory of his mother.
6. A thank you was sent to the Board from Brittany Miklis for the plant sent in memory of her grandmother.
7. January 2021 Opportunity News
8. 2020 Report to the Community
9. Comprehensive Annual Financial Report for the Fiscal Years Ending August 31, 2020 and 2019

**Hearing of Such
Citizens or Groups of
Citizens Desiring to
be Heard Before the
Board:**

There was one citizen desiring to speak before the Board:

- Robert Jeter, III

Informative Reports:

Chair Marie Flickinger indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements December 2020
 - b. San Jacinto College Monthly Investment Report December 2020
 - c. San Jacinto College Financial Statements November 2020
 - d. San Jacinto College Monthly Investment Report November 2020
 - e. San Jacinto College Quarterly Investment Report September – November 2020

- B. San Jacinto College Foundation Financial Statements
 - a. December 2020
 - b. November 2020
- C. Capital Improvement Program
 - a. December 2020
 - b. November 2020

**Motion 10079
Consideration of
Approval of
Amendment to the
2020-2021 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by Larry Wilson, seconded by Dan Mims, for approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10080
Consideration of
Approval to
Authorize Resolution
to Order a General
Election and
Execution of Such
Order to Hold
Trustee Election**

Chair Flickinger noted that as reviewed in the workshop, changes were made to the Spanish version of the election order after the Board book was distributed. A copy of the updated version was distributed for reference.

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for approval to Authorize Resolution to Order a General Election and Execution of Such Order to Hold Trustee Election.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10081
Consideration of
Delegation of
Approval of Method
of Procurement for
Construction Projects**

Motion was made by Keith Sinor, seconded by Dan Mims, for approval of Delegation of Approval of Method of Procurement for Construction Projects.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

**Motion 10082
Consideration of
Approval of Banking
and Investment
Resolutions and
Forms**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Banking and Investment Resolutions and Forms.

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson

Nays: None

Consideration of Approval of Policy VII.7003.A, Expressive Activities – First Reading (Informational Item)

Consideration of Approval of Policy VII.7003.A, Expressive Activities – First Reading (Informational Item)

No vote required

Consideration of Approval of Policy III.3001.E, Budget Preparation – First Reading (Informational Item)

Consideration of Approval of Policy III.3001.E, Budget Preparation – First Reading (Informational Item)

Note – The action item indicates the items were distributed to the College community for review on January 29, 2021, but they were sent on February 1, 2021.

No vote required

Motion 10083 Consideration of Purchasing Requests

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for approval of the purchasing requests.

Purchase Request #1 Contract for College-Wide Parking Lot Light Fixture Replacement	\$275,000
Purchase Request #2 Contract for Design-Build Services for Maritime Davit Upgrades	565,168
Purchase Request #3 Contract for Engineering Services for Electrical Infrastructure Upgrades	280,500
Purchase Request #4 Additional Funds for Construction Audit Services	80,000
Purchase Request #5 Method of Procurement for CPET Extended Site Lighting	-
Purchase Request #6 Method of Procurement for Central Campus C-26 Detention Pond Repairs	-
Purchase Request #7 Method of Procurement for College-wide Fire Alarm Integration	-
Purchase Request #8 Contract for Architectural Services for the South	

Campus General Services Building	-
Purchase Request #9 Contract for Promotional Items	300,000
Purchase Request #10 Additional funds for Grant Development Services	54,000
Purchase Request #11 Contract for Customized National Center for Construction Education & Research (NCCER) Core Training	<u>130,000</u>
TOTAL OF PURCHASE REQUESTS	\$1,684,668

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson

Nays: None

**Motion 10084
Consent Agenda**

Motion was made by Larry Wilson, seconded by Keith Sinor, to approve the consent agenda.

- A. Approval of the Minutes for the December 7, 2020, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson

Nays: None

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Marie Flickinger adjourned the meeting at 8:05 p.m.